



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON, DC 20350-3000

MCO 5100.34
MCSC 00T

23 JAN 2007

MARINE CORPS ORDER 5100.34

From: Commandant of the Marine Corps
To: Distribution List

Subj: DEADLINE SAFETY OF USE MESSAGE INSTRUCTIONS TO SUSPEND
OPERATIONS OF MARINE CORPS GROUND EQUIPMENT AND WEAPONS
SYSTEMS AND SAFETY OF USE ALERTS

Ref: (a) MCO 5100.29
(b) MCO P5102.1
(c) SECNAVINST 4355.18
(d) MCO 4855.10
(e) MCO 8025.1
(f) MCO 3500.27
(g) ALMAR 039/03

Encl: (1) Deadline Safety of Use Message Format
(2) Safety of Use Alert Message Format

1. Situation. Per reference (a), this Order establishes policy and procedures for suspending operations of Marine Corps ground equipment and weapons systems due to unsafe conditions, and provides for issuance of appropriate instructions and safety of use deadlines and alerts.

2. Mission. Commanders at every level are responsible for ensuring the safe operation and maintenance of ground equipment and weapons systems, and for reporting all potential hazards.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The Commanding General, Marine Corps Systems Command (CG MARCORSYSCOM) shall manage the issuance of Deadline Safety of Use messages and Safety of Use Alert messages for all Marine Corps ground equipment and weapons systems. All operators and maintainers shall report potential safety hazards associated with ground equipment and weapons systems to CG MARCORSYSCOM.

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(2) Concept of Operations. All major commands shall report to CG MARCORSYSCOM Safety Office (00T) all potential hazards associated with the operation of Marine Corps ground equipment and weapons systems via hazard reports (HR), Supply Discrepancy Reports (SDRs), Product Quality Deficiency Reports (PQDRs), readiness reports and other data sources, that identify equipment operation or maintenance safety hazards per references (b), (c) and (d). Individuals may report potential hazards anonymously to MCSC Safety@usmc.mil. CG MARCORSYSCOM shall analyze the readiness reports and other data sources, and, where appropriate, issue a Deadline Safety of Use message to suspend operations or a Safety of Use Alert message to provide instructions for limited use or communicate safety related information for ground equipment and weapons systems. Major commands shall take necessary actions in accordance with Deadline Safety of Use and Safety of Use Alert messages.

b. Subordinate Element Missions

(1) CG MARCORSYSCOM

(a) Prepare and issue Deadline Safety of Use Messages using the format at enclosure (1). The process for returning equipment to safe operational status shall be included.

(b) Establish a process to monitor ground equipment and weapons system safety that includes HRs, SDRs, PQDRs, Malfunction Reports, and equipment readiness and other related data to identify potential safety related equipment hazards.

(c) Issue Safety of Use Alert messages in the format at enclosure (2) where safety related concerns or hazards exist but are not sufficient to suspend equipment or system operation. The process for returning equipment to safe operational status shall be included.

(d) Prepare and issue policy and procedures for maintenance advisories.

(2) Commanding General, Marine Corps Logistics Command
(CG MARCORLOGCOM)

(a) Store and provide a single point of entry to all Safety of Use messages and Maintenance Advisory messages and have them linked to the associated end item in Marine Corps Equipment Readiness Information Tool (MERIT).

(b) Monitor and report to the Deputy Commandant for Installations and Logistics (DC I&L) the materiel readiness implication(s) due to deadlined equipment or systems.

(c) Prepare and issue policy and procedures for Supply Advisories.

(3) Major Commands

(a) Comply with Deadline Safety of Use messages. During combat operations, general officer level commanders may continue operation of suspended equipment after results of a documented Operational Risk Management (ORM) assessment per reference (f) determines that continued use is an acceptable risk. Where use of suspended equipment is authorized, a copy of all documented ORMs will be forwarded to CG MARCORSYSCOM.

(b) Ensure deadlined equipment is entered on the unit's readiness report and reported to the commanding officer.

(c) Commanders will adhere to the directions and action(s) contained in Safety of Use Alert messages.

(d) Identify and report situations that negatively affect safety of operation, maintenance, or equipment readiness to CG MARCORSYSCOM using the HR process for hazard reporting per reference (b).

(4) Commander, Naval Safety Center (COMNAVSAFECEN). Per reference (a), report all ground equipment and weapons systems related mishaps, and trend analyses to CG MARCORSYSCOM.

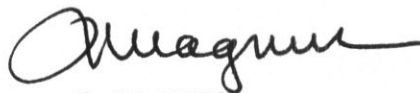
c. Coordinating Instructions. Prior to issuing a Deadline Safety of Use message, CG MARCORSYSCOM shall coordinate with the

Assistant Commandant of the Marine Corps to consider the operational impact of suspending operations of the suspect equipment

4. Administration and Logistics. This Order has been published electronically and can be accessed online via the Marine Corps homepage at <http://www.usmc.mil>.

5. Command and Signal

- a. Command. This Order is effective on the date signed.
- b. Signal. This Order is applicable to the Marine Corps Total Force.



R MAGNUS
Assistant Commandant
of the Marine Corps

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Copy to: 7000260/8145004/8145005 (2)
7000093, 144/8145001 (1)

Deadline Safety of Use Message Format

IMMEDIATE DTG
FM CG MARCORSYSCOM//
TO AIG 11192
INFO CG MARCORSYSCOM//
NAVSAFECEN NORFOLK VA//
AFSAFCEN//
ARMYSAFCEN//
CG MARCORLOGCOM//
CMC WASHINGTON DC//PP&O//
BT
UNCLAS //5100//
MSGID/GENADMIN/CG MARCORSYSCOM//
SUBJ/"DEADLINE SAFETY OF USE MESSAGE" SUSPENDING OPERATIONS OF
(IDENTIFY EQUIPMENT) [EQUIPMENT NOMENCLATURE, TAMCN, ID NR]
REF/A/DOC/CMC WASHINGTON DC/DDMMYYYY//
REF/B/REFERENCE PAPER, MESSAGE, ETC. (AS NECESSARY)//
REF/C-E/SUPPORTING TECHNICAL DOCUMENTATION, ETC. (AS
NECESSARY)//
NARR/REF A IS MCO 5100.34, DEADLINE SAFETY OF USE MESSAGE
INSTRUCTIONS TO SUSPEND OPERATIONS OF MARINE CORPS GROUND
EQUIPMENT AND WEAPONS SYSTEMS AND SAFETY OF USE ALERTS. REF B
IS (TITLE OF REFERENCE PAPER, MESSAGE, ETC). REF C -E
(DOCUMENTATION TO SUPPORT ACTIONS REQUIRED DUE TO THE
SUSPENSION, INCLUDING PUBLICATIONS THAT REQUIRE CHANGES DUE TO
THE SUSPENSION).//
POC/PROJECT OFFICER NAME, RANK, ORGANIZATION AND EMAIL ADDRESS
TEL: COMM AND DSN AND FAX OF PROJECT OFFICER//
GENTEXT/RMKS/1. THIS DEADLINE SAFETY OF USE MESSAGE SUSPENDING
OPERATIONS OF (IDENTIFY EQUIPMENT) IS OF IMPORTANCE TO ALL
OPERATORS AND MAINTAINERS OF THE (IDENTIFY EQUIPMENT). REF B
PROVIDES INFORMATION ABOUT THE SAFETY HAZARD IDENTIFIED WITH
OPERATION OF THE EQUIPMENT. ADD A FEW SENTENCES SUMMARIZING
REFERENCE B OR THE REASON FOR THE SUSPENSION.

2. DESCRIBE THE EXACT SUSPENSION OR RESTRICTION IN DETAIL.
THIS IDENTIFICATION SHOULD INCLUDE SPECIFIC IDENTIFIERS E.G.,
SER NUMBERS, TAMCN, ID NUMBER, NSN, TYPE MODEL AND ETC. IF
POSSIBLE, IDENTIFY ASSOCIATED COMPONENTS.

Enclosure (1)

3. ESTABLISH THE OPERATIONAL PARAMETERS FOR COMMENCING THE EQUIPMENT SUSPENSION. FOR EXAMPLE, RETURNING ALL VEHICLES TO THE NEAREST MAINTENANCE FACILITY. CONTINUING A TRAINING ACTIVITY ALONE IS NEVER AN ACCEPTABLE OPTION FOR DELAYING A SUSPENSION ACTION.

4. STATE THE INSPECTION REQUIREMENT AND SUBSEQUENT CONDITIONAL ACTION REQUIRED. FOR EXAMPLE, TO INSPECT THE ITEM AFFECTED AND IF CONDITION REQUIRES, ACCOMPLISH REPAIR ACCORDING TO SPECIFIED APPROVED PROCEDURES OR REPLACE WITH AN IDENTICALLY CONFIGURED ITEM AND RESTORE EQUIPMENT TO AN OPERATIONAL STATUS. FOR ALL INSPECTIONS, IDENTIFY THE COMPLETE STEP-BY-STEP PROCEDURES FOR PERFORMING THE INSPECTION. THE LEVEL OF DETAIL SHALL BE SUCH THAT THE PERSONNEL PERFORMING THE INSPECTION CANNOT BE CONFUSED. BE EXPLICIT IN DIRECTING THE ACCOMPLISHMENT OF THE INSPECTION AND AVOID VAGUE STATEMENTS SUCH AS "STRIKE LIGHTLY WITH HAMMER."

5. RECORD COMPLIANCE IN APPROPRIATE EQUIPMENT LOGS AND RECORDS.

6. IDENTIFY THE ACTIONS SYSCOM WILL TAKE TO ASSIST OPERATORS AND MAINTAINERS IN RESOLVING THE SITUATION INCLUDING TARGET COMPLETION DATES.

7. REPORTING REQUIREMENTS SHOULD BE SPECIFIED. FOR EXAMPLE, UPON COMPLETING CORRECTIVE ACTIONS, MARFORS, MCCDC, AND MCRC WILL RESPOND. NEGATIVE RESPONSES ARE REQUIRED.

8. POC FOR TECHNICAL QUESTIONS OR LOGISTICAL MATTERS IS PROJECT OFFICER, DSN NR, COMM NR: EMAIL:

BT

Enclosure (1)

Safety of Use Alert Message Format

URGENT DTG
FM CG MARCORSYSCOM QUANTICO VA//OFFICE CODE//
TO AIG 11192//
INFO CMC WASHINGTON DC//SD/
CG MARCORSYSCOM
NAVSAFECEN NORFOLK VA//
CG MARCORLOGCOM
CMC WASHINGTON DC//PP&O//
AFSAFCEN//
ARMYSAFCEN//
DLA FT BELVOIR//J-34//
DSCC COLUMBUS OH//D//
DSCR RICHMOND VA//DJ//
DSCP PHILADELPHIA PA//D//
DDC NEW CUMBERLAND PA//DDC/J3/J4M//
BT
UNCLAS //5100//
MSGID/GENADMIN/CG MARCORSYSCOM//
SUBJ/"SAFETY OF USE ALERT", NOMENCLATURE, TAMCN, ID NR
REF/A/DOC/CMC WASHINGTON DC/DDMMYYYY//
REF/B/REFERENCE PAPER, MESSAGE, ETC.//
NARR/REF A IS MCO 5100.34, DEADLINE SAFETY OF USE MESSAGE
INSTRUCTIONS TO SUSPEND OPERATIONS OF MARINE CORPS GROUND
EQUIPMENT AND WEAPONS SYSTEMS AND SAFETY OF USE ALERTS REF B
IS (REFERENCE PAPER, MESSAGE, ETC).
POC/PROJECT OFFICER NAME, RANK, ORGANIZATION
TEL: COMM AND DSN AND FAX OF PROJECT OFFICER
RMKS/1. *(If this a coordinated message it should be addressed in
the message with the appropriate codes CMC/SD/PP&O/)* THIS SAFETY
OF USE ALERT IS OF IMPORTANCE TO ALL USING AND SUPPORT UNITS OF
THE [NOMENCLATURE] AND IS ISSUED PER REF A. REF B PROVIDES
DETAILS OF A _____ FAILURE WHICH OCCURRED DURING _____ AT
_____ ON [DATE].

2. REF B ADVISED ALL USMC [SPECIFY TYPE OF UNIT] UNITS HAVE BEEN
CONFIGURED AS _____. PRODUCT GROUP (PG) ____ ADVISED THAT

Enclosure (2)

[NOMENCLATURE] ARE NOT TO BE (e.g., used for training/operational support) UNTIL THE ISSUE HAS BEEN RECTIFIED.

3. PROVIDE SPECIFIC DETAILS FOR MARFOR/MCCDC/MCRC/LOGCOM ACTIONS TO INCLUDE ANY EQUIPMENT MODIFICATIONS, IDENTIFICATION, REPORTING OR SUPPLY ACTIONS REQUIRED.

4. SELF CANCELLATION OF THIS SAFETY OF USE ALERT IS DD MMM YY OR WILL BE CANCELLED VIA A SEPARATE MESSAGE.

5. POC FOR TECHNICAL QUESTIONS OR LOGISTICAL MATTERS IS PROJECT OFFICER, DSN#, COMM#: EMAIL:

BT

Enclosure (2)